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DRAFT PBK 9/8/69

MEMORANDUM FOR: Deputy to the DCI for National Intelligence  
Programs Evaluation  
Deputy Director for Intelligence  
Deputy Director for Plans  
Deputy Director for Science and Technology  
Deputy Director for Support

SUBJECT Automatic Data Processing -- Management

REFERENCE Memo dated 3 Sept 69 to above from DCI,  
same subject

1. Referent memorandum calls for strengthening the coordination and management of information processing and ADP applications in the Agency. The advent of more sophisticated, rapid, and comprehensive technical collection and dissemination methods has raised a variety of planning issues <sup>integral</sup> ~~integral~~ to Agency operations which reach across all Directorates and beyond just those activities employing automatic data processing equipment. The secure communication of information, its distribution to users, and its storage, retrieval, and disposition are all part of the process. There are certain steps that can be taken now to clarify responsibility <sup>low</sup> ~~low~~ in this wide field.

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2. The Director, Planning, Programming, and Budgeting, is instructed to conduct in cooperation with all Directorates and independent offices a continuous review and assessment of ~~all~~ aspects of information processing activities in the Agency and to report on these activities regularly to me. In fulfilling this task, he will work with the Directorates and involve the Information Processing Coordinators established in Agency notice \_\_\_\_\_.

3. The following steps will be taken immediately:

- a. Update Agency regulatory provisions on information processing <sup>and</sup> ~~ADP~~ ADP to clarify specific roles and responsibilities.
- ✓ b. Broaden the Agency IP&E Program category as now defined to <sup>in</sup> ~~include~~ the total range of Agency information processing activities and exclude those matters now part of that category which are more closely associated with other Agency missions.
- c. Plan, develop, and issue a regular report to me accounting for Agency information processing activities and problems, with particular emphasis on ADP.
- ✓ d. Update the Agency 5-year plan for ADP.
- e. ~~Provide a~~ Report on the status, resources, and plans for:

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- (1) ACT  
(2) SIDES  
(3) COINS  
(4) SIPS  
(5) ASPIN

*why these  
only?*

f. Continue to carry out the Agency's responsibilities for regular reporting to the Bureau of the Budget on information processing matters.

4. In regard to 3 a. a study should be outlined which will present to me alternatives .

(OCS/CRS Study completed by Oct. 15. Bring this issue out)

LKW